

CONSTITUTION AND BY-LAWS OF DAKOTA COUNTY 4-H COUNCIL

ARTICLE I - NAME

The name of this organization shall be the Dakota County 4-H Council.

ARTICLE II - PURPOSE

The purpose of this Council shall be:

- A. Assist in the planning and execution of 4-H program.
- B. Promote interest in 4-H by:
 - 1. Developing goals for present and future program.
 - 2. Providing opportunities to develop skills and interests.
 - 3. Providing opportunities to explore careers and profession.
 - 4. Providing opportunities for participation in life experiences.
 - 5. Recruiting prospective leaders and members.
 - 6. Providing a well-balanced 4-H program of activities.
 - 7. Assisting in determining leader training that is needed.
 - 8. Positively representing 4-H in the Community.
 - 9. Establishing county policies.
 - 10. Representing 4-H on the Dakota County Extension Advisory Council.
 - 11. Maintaining open communication with Fairboard.

ARTICLE III - MEMBERSHIP

- A. The Dakota County 4-H Council and the 4-H Program shall have a membership open to any youth or adult irrespective of race, color, national origin, sex, age, religion, political beliefs or disability.
- B.
 - 1. Membership shall be made up of one adult member and one youth member representing each organized club enrolled in Dakota County. The adult member and youth member will be appointed by their representative club. Clubs are requested to designate an alternate adult member and youth member in the event the named member can not attend. It will be the responsibility of the named member to notify his/her alternate if they are unable to attend. One additional adult member and one additional youth member will be selected at large from the Independent Membership by the 4-H Council.
 - 2. Council youth representative will be 12 years of age as of January 1st of the year appointed and not over 18 as of January 1st.
 - 3. Extension Educators and/or Associates/Assistants shall be ex-office members but are not allowed to vote or hold office.

- C. 1. Clubs will be responsible for electing one adult and one youth representative. Clubs must notify the Extension Office of their selected members by January 1st of the current 4-H Year.
- 2. Any clubs organized after January 1st and prior to the 4-H Calendar Year Enrollment Deadline will be responsible for electing one adult and one youth representative. Clubs must notify the Extension Office of their selected members.
- D. 1. Adult members will serve a two year term. Adult members may succeed themselves for one additional term. They shall not serve again until one term has passed.
- 2. Youth members shall serve for a one year term, unless reappointed by their club. Youth members may serve two consecutive terms, but may not serve again until one term has passed.

ARTICLE IV - OFFICES

The offices shall consist of a President, Vice-President, Secretary, and Treasurer chosen by the Council from its membership.

ARTICLE V - EXECUTIVE COMMITTEE

The Executive Committee shall consist of the officers plus the Extension Educators/Associates/Assistants. The Extension Educators/Associates/Assistants are not entitled to vote or hold office.

ARTICLE VI - QUORUM

A quorum to transact business at a meeting of the organization shall be six (6) Members.

ARTICLE VII - AMENDMENTS

Any section of this Constitution and By-Laws may be amended by a majority of total adult membership of the 4-H Council, provided a notice of the pending amendment has been sent to the members at least one week before such a meeting.

ARTICLE VIII - DUTIES OF OFFICERS

Duties:

- A. Council President -
 - Shall serve as Chairman of the County 4-H Council.
 - Shall be a member of the Dakota County Extension Advisory Council.
 - May call special meetings.
- B. Vice-President -
 - Shall act for the President in his/her absence.
- C. Secretary -

- Shall keep an accurate record of the proceedings of the 4-H Council.
- D. Treasurer -
Shall keep an accurate record of financial standing of the Council.

ARTICLE IX - MEETINGS

Section 1: County 4-H Council:

- A. Shall meet **at least 5 times** a year.
- B. Special meeting of the Executive Board shall be called when necessary.
- C. If the Council representatives are unable to attend a scheduled meeting, they should have their alternate attend the meeting.

4-H Council Meetings (suggested agendas):

- A. January:
1. Election of Officers
 2. Appoint Committee Members
 3. Finalize 4-H Calendar
 4. Prepare Annual Budget (Fundraising)
 5. Set 4-H Council Meeting Dates
 6. Appoint One Adult and One Youth Representative from Independent Membership.
- B. February:
1. Committee Reports
 2. Fundraising Event
- C. March:
1. Committee Reports
- D. April:
1. Committee Reports
- E. June:
1. Pre-Fair Items
- F. August:
1. Post Fair Review
- G. October:
1. Review of Past Year

Section 2. Executive Committee:

- A. Shall meet at the call of the President or at the written request of at least 3 members of the Council.

ARTICLE X - COMMITTEES

The committees shall consist of persons who are interested in 4-H work. The chairperson of the committee shall be a council member. The committees shall be as follows:

- A. Agricultural Programs
- B. Budget/Audit
- C. Contest
- D. Home Economics Program
- E. Recognition

ARTICLE XI - POLICY

Section I: 4-H Membership

- A. 4-H Member - A child must be at least 8 years old and no more than 18 years old as of January 1 of the current year to be a 4-H member.
Cloverbud Member - A child must be age 5-7 years old as of January 1 of the current year.
- B. A child must complete the 4-H year to the satisfaction of his/her leader to be counted as a member for that year.

4-H Council Constitution & By-Laws Adopted

Date: 11-17-2003

Marilyn Haesler
4-H Council President

Julio Stender
4-H Council Vice-President

Sharon Mwinget
4-H Council Secretary

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4-H Council Treasurer

AMENDMENT TO CONSTITUTION AND BYLAWS
OF
DAKOTA COUNTY 4-H COUNCIL

ARTICLE VI QUORUM

A quorum to transact business at a meeting of the organization shall be five (5) members.

Article VI was amended on January 7, 2008 by a unanimous roll call vote of the adult voting member present. (See minutes 01-08)